

**CRAIG COUNTY BOARD OF SUPERVISORS  
MEETING MINUTES  
March 7, 2013**

**AT A REGULAR MEETING** of the Craig County Board of Supervisors conducted on the 7th day of March, 5:30 p.m. in the Craig County Court House Courtroom.

**PRESENT:** Fred Craft– Vice Chairman  
Keith Dunbar - Supervisor  
Martha Murphy – Supervisor  
Carl Bailey - Supervisor  
Richard C. Flora – Clerk

**ABSENT:** Millie Harrison, Chairman

**OPEN MEETING**

Meeting was called to order at 5:30 p.m. by Mr. Craft. The invocation was given by Mr. Craft, followed with the Pledge of Allegiance.

**CONSENT ITEMS**

Mr. Craft presented the consent items to the Board:

- A. Minutes of February 7, 2013
- B. Claims and Warrants for the month of February 2013

There were no changes to the minutes or consent items. Ms. Murphy made a motion to approve the minutes and consent items with Resolution R13-17. Voting was as follows: Mr. Dunbar, yes, Ms. Murphy, yes, Mr. Bailey, yes, and Mr. Craft, yes.

**R13-17**

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG  
COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE  
ON THURSDAY, MARCH 7, 2013

**RESOLUTION APPROVING AND CONCURRING IN CERTAIN ITEMS SET  
FORTH ON THE BOARD OF SUPERVISORS AGENDA FOR THIS DATE  
DESIGNATED AS THE CONSENT ITEMS**

**BE IT RESOLVED** by the Board of Supervisors of Craig County, Virginia, as follows:

1. That the certain section of the agenda of the Board of Supervisors for March 7th, 2013 designated as the Consent Items be, and hereby is, approved and concurred in as to each item separately set forth in said section designated Items 1 through 2, inclusive, as follows:

- A. Approval of minutes – February 7, 2013
- B. Claims and Warrants

2. That the Clerk to the Board is hereby authorized and directed where required by law to set forth upon any of said items the separate vote tabulation for any such item pursuant to this resolution.

### **BRIEFINGS AND PRESENTATIONS**

1. Dan Merenda, Council of Community Services: Mr. Merenda presented an in-depth review of the survey results on the Partnership for a Livable Roanoke Valley. The partnership includes Craig, Botetourt, Franklin and Roanoke Counties, various cities and organizations. Roanoke Valley Alleghany Regional Commission received a grant to conduct this research, which Virginia Tech assisted with the Livability Survey.
2. David Bostic, US Forest Service: Mr. Bostic reminded the Board of the upcoming Forest Service meeting in two weeks concerning possible Road Closings. The meeting will be held at the Courthouse on March 21<sup>st</sup> at 7pm. Also, two weeks ago workers started the construction of the rock wall repairs on Potts Mountain Overlook. The entrance is being set back off of 311 slightly, making it a more scenic overlook. The Forest Service is also starting to open up the campgrounds for spring and are currently keeping roads cut-out and open from recent storms.

### **APPOINTMENTS**

1. Resolution Appointing Social Services Board Member, Craigs Creek District: Mr. Craft stated that this resolution is for a replacement for the position vacated by Keith Dunbar. Ms. Murphy made a motion to approve R13-18, voting was as follows: Mr. Dunbar, yes, Ms. Murphy, yes, Mr. Bailey, yes, and Mr. Craft, yes.

**R13-18**

### **A Resolution Recommending the Appointment of Social Services Board Member**

**WHEREAS**, the term of Keith Dunbar, Craig Creek District, Social Services Board Member began on July 1, 2010 and expires on June 30th, 2014, and

**WHEREAS**, Mr. Dunbar submitted his resignation from the Board of Social Services on January 10, 2013, and

**WHEREAS**, James Fields has agreed to serve on the Board of Social Services as the Craig Creek District representative, to complete the unexpired term, now

**THEREFORE BE IT RESOLVED** by the Board of Supervisors of Craig County that James Fields is hereby appointed as the Craig Creek District Social Services Board Member for the term ending June 30<sup>th</sup>, 2014 is hereby approved.

The Board of Supervisors of Craig County, in a regular meeting on 7<sup>th</sup> day of March 2013 adopted this Resolution.

2. Resolution Appointing members of Community Policy and Management Team, School Superintendent Representative and Parent Member: Mr. Bailey made a motion to

approve Resolution R13-19. Voting was as follows: Mr. Dunbar, yes, Ms. Murphy, yes, Mr. Bailey, yes, and Mr. Craft, yes.

**R13-19**

**A Resolution to Appoint Representative to the  
Department of Social Services  
Community Policy & Management Team  
For Craig County Schools**

**WHEREAS**, the Virginia Department of Social Services requires in the Code of Virginia, 1950, as amended, §§2.2-5204 & 2.2-5205. Section 1, that the Board of Supervisors ratify the appointment of representatives to the Community Policy & Management Team (CPMT) to oversee and manage the Comprehensive Services Act for At-Risk Youth and Families funds, and

**WHEREAS**, a new Superintendent, Kelly Wilmore, was hired at Craig County Schools and will be taking over the responsibilities as Team member on the Community Policy and Management Team from Acting Superintendent, C. Hampton "Chip" Gray, and

**WHEREAS**, Jenny Bolte has been recommended by the CPMT Board as a replacement for the Parent Representative, Lisa Charles, now

**THEREFORE BE IT RESOLVED** by the Board of Supervisors of Craig County that Kelly Wilmore, Superintendent for Craig County Schools is hereby appointed as member to the Community Policy & Management Team for Craig County Schools, and this appointee will replace C. Hampton Gray, Acting Superintendent, on the Community Policy and Management Team, and

**BE IT FURTHER RESOLVED** by the Board of Supervisors of Craig County that Jenny Bolte is hereby appointed as parent member to the Community Policy & Management Team for Craig County Schools and this appointee will replace Lisa Charles on the Community Policy and Management Team.

The Board of Supervisors of Craig County, in a regular meeting on 7th day of March, 2013 adopted this Resolution.

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Millie Harrison, Chairman  
Craig County Board of Supervisors

3. Resolution Appointing Board of Zoning Appeals members: Mr. Dunbar made a motion to approve Resolution R13-20, voting was as follows: Mr. Dunbar, yes, Ms. Murphy, yes, Mr. Bailey, yes, and Mr. Craft, yes.

**R13-20**

**A Resolution Recommending the  
Re-Appointment of Jerry Crawford and Drew Watson  
to the Board of Zoning Appeals**

**WHEREAS**, the term of Jerry Crawford, Potts Mountain District Board of Zoning Appeals, expires on March 21, 2013, and

**WHEREAS**, the term of Drew Watson, Craig Creek District Board of Zoning Appeals, expires on March 21, 2013, and

**WHEREAS**, the Board of Supervisors is required to recommend appointment of members for the Board of Zoning and Appeals to the Circuit Court Judge, now

**THEREFORE BE IT RESOLVED** by the Board of Supervisors of Craig County that the recommendation of re-appointment of Jerry Crawford, Potts Mountain District, Board of Zoning Appeals for the term March 22, 2013 to March 21, 2018 and the recommendation of re-appointment of Drew Watson, Craig Creek District, Board of Zoning Appeals for the term March 22, 2013 to March 21, 2018 is hereby made.

The Board of Supervisors of Craig County, in a regular meeting on 7<sup>th</sup> day of March 2013 adopted this Resolution.

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Millie Harrison, Chairman  
Craig County Board of Supervisors

### **NEW BUSINESS**

1. Resolution to Reclassify Funds in CIP for FY 2012-2013 Budget Mr. Flora explained these were funds in the CIP used by the school for their original purposes and the school would like to use the funds for school security. Ms. Murphy made a motion to approve Resolution R13-21, voting was as follows: Mr. Dunbar, yes, Ms. Murphy, yes, Mr. Bailey, yes, and Mr. Craft, yes.

### **R13-21**

#### **A Resolution to Reclassify Funds in Capital Improvement Plan For Fiscal Year 2012-2013**

**WHEREAS**, the Board of Supervisors has in the prior years adopted a Capital Improvement Plan to accommodate certain capital projects for various departments, and

**WHEREAS**, it is the request of the Craig County Public School that the portion of Capital funding that was set aside for locks and bleachers be reclassified and designated as school security, and

**WHEREAS**, these certain modifications need to be made and the Board of Supervisors desires to make the following changes to the County's Capital Improvement Plan, now

**THEREFORE, BE IT RESOLVED**, that the following Capital Improvement Plan be amended as set forth below:

#### **Capital Improvement Projects Budget Year 2012-2013**

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<b>Craig County Public Schools</b>	
Install locks on Classrooms Doors (10,000)	Transferred
Replacement of Bleachers (55,000)	Transferred
School Capital Reserve	\$ 32,900
School Security	\$ 65,000
TOTAL SCHOOL PROJECTS	\$ 97,900

The Board of Supervisors of Craig County, in a regular meeting on March 7, 2013 approved this resolution.

- Resolution Amending FY 2012-2013 Budget for Craig County Public Schools: Ms. Murphy made a motion to approve Resolution R13-22, voting was as follows: Mr. Dunbar, yes, Ms. Murphy, yes, Mr. Bailey, yes, Mr. Craft, yes, and Ms. Harrison, yes.

## **R13-22**

### **A Resolution Amending Fiscal Year Budget 2012-2013**

**WHEREAS**, the Craig County Board of Supervisors adopted a Capital Improvement Plan for the fiscal year 12-13 which set aside funding for Capital Projects to include the Craig County Public Schools, and

**WHEREAS**, it is the request of the Craig County Public School System to have a portion of the school security funding from that Capital Improvement Plan be appropriated, and

**WHEREAS**, the Craig County School Board has requested that \$40,000 be appropriated from the Capital Improvement Plan for security improvements for the following projects as follows:

New Camera System	\$ 9,984
Rekey Locks	\$ 9,545
Keyless Entry System	\$ 10,293
Identikid system	\$ 1,878
Buzz in System CCHS	\$ 5,300
Doors/ Blinds	\$ 2,000
Labor	\$ 1,000
Total	\$ 40,000

**THEREFORE BE IT RESOLVED**, that the budget for the fiscal year of 2012-2013 be amended as follows:

#### **REVENUE**

#### **Fund Balance**

3-100-041999-0000

\$40,000

**EXPENSES****Craig Co Public Schools Fund 205****Maintenance of Property**

4-205-064000	Operations and Maintenance	\$40,000
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**BE IT FURTHER RESOLVED**, that the amount of \$40,000 is hereby appropriated. The Board of Supervisors of Craig County, in a regular meeting on the 7<sup>th</sup> day of March, 2013 adopted this resolution.

3. Resolution Amending FY 2012-2013 Budget for the County of Craig: Ms. Murphy made a motion to approve Resolution R13-23, voting was as follows: Mr. Dunbar, yes, Ms. Murphy, yes, Mr. Bailey, yes, and Mr. Craft, yes.

**R13-23**

**A Resolution Amending  
Fiscal Year Budget  
2012-2013**

**WHEREAS**, the Craig County Emergency Services (CCEMS) has received \$8,698.54 in revenue from various providers of insurance for the medical services from the CCEMS transports, and

**WHEREAS**, these funds will be placed into the Craig County Emergency Services department for the reimbursement of salaries and expenses for the CCEMS, and

**WHEREAS**, the Craig County Circuit Court has received additional funding through the Commonwealth of Virginia, State Compensation Board in the amount of \$4618.18 from Technology Funding which will be used for the purchase of 2 viewing stations and the purchase of 2 scanners for land records, and

**WHEREAS**, the Tourism Commission is in the process of having a current 911 map printed and has received \$2,400.00 in local advertisements to offset the cost of the maps. The cost of the 1<sup>st</sup> installment is \$3,900.00 therefore, it is necessary to fund the tourism an additional \$1,500.00 from Fund Balance until additional advertisement revenue is received, and

**WHEREAS**, the Craig County Public Safety department has received a reimbursement of \$7,316.70 from the Craig County Rescue Squad for the purchase of radios under a GSA contract, and

**WHEREAS**, the Craig County Emergency Services has received a Grant in the amount of \$4,312.00 from the Commonwealth of Virginia, Office of Emergency Medical Services for portable Radios. These radios will be available for use by Craig County's First Responders, now

**THEREFORE, BE IT RESOLVED**, that the budget for the fiscal year of 2012-2013 be amended as follows:

**REVENUE****Fund 100****Fund Balance**

3-100-041999-0000	use of fund balance	\$ 1,500.00
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**Commonwealth of Virginia**

3-100-023070-0001	Circuit Court Clerk	\$ 4,618.18
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3-100-024020-0003	EMS Grant	\$ 4312.00
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**Local Funding**

3-100-024020-0008	EMS INS	\$ 8,698.54
3-100-018990-0029	911 MAP/advertising	\$ 2,400.00
3-100-018990-0029	Craig Rescue Squad	<u>\$ 7,316.70</u>
<b>Total</b>		<b><u>\$28,845.42</u></b>

**EXPENSES****Fund 100**

4-100-021600-3511	TTF Clerk	\$ 4,618.18
4-100-032410-1101	ALS Salaries	\$ 5,000.00
4-100-032410-1102	BLS Salaries	\$ 2,902.66
4-100-032410-2100	FICA	\$ 100.00
4-100-032410-3400	MCA Billing Fee	\$ 695.88
4-100-081230-6002	Brochures/Maps	\$ 3,900.00
4-100-032420-5605	Rescue	\$ 7,316.70
4-100-032440-3313	Tower/ Communications grant	<u>\$ 4,312.00</u>
<b>Total</b>		<b><u>\$28,845.42</u></b>

**BE IT FURTHER RESOLVED**, that the amount of \$28,845.42 is hereby appropriated. The Board of Supervisors of Craig County, in a regular meeting on the 7th day of March, 2013 adopted this resolution.

4. Resolution Approving Contract for Engineering Services to Develop Local Stormwater Management Ordinance: Mr. Bailey made a motion to approve Resolution R13-24, voting was as follows: Mr. Dunbar, yes, Ms. Murphy, yes, Mr. Bailey, yes, Mr. Craft, yes, and Ms. Harrison, yes.

**R13-24**

**A Resolution Approving Contract for  
Engineering Services to Develop Local  
Stormwater Management Ordinance**

**WHEREAS**, the County of Craig received a grant from the Department of Conservation and Recreation, Virginia Water Quality Improvement Fund (State Funds) and Virginia Chesapeake Bay Regulatory and Accountability Program (Federal Funds), and

**WHEREAS**, the primary purpose of this grant is the creation of a stormwater management program for Craig County in accordance with the Virginia Stormwater Management Regulations, and

**WHEREAS**, Mattern & Craig has proposed to provide professional engineering services to assist the County with development of a local stormwater management ordinance, now

**THEREFORE BE IT RESOLVED** by the Board of Supervisors of Craig County that the contract between the County of Craig and Mattern & Craig, Inc. to provide professional engineering services to assist the County with development of a local stormwater management ordinance is hereby approved and the County Administrator is authorized to sign the contract on behalf of the Board of Supervisors.

The Board of Supervisors of Craig County, in a regular meeting on 7<sup>th</sup> day of March 2013 adopted this Resolution.

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Millie Harrison, Chairman  
Craig County Board of Supervisors

5. Resolution Amending FY 2012-2013 Budget for Craig County Emergency Medical Services: Mr. Dunbar made a motion to approve Resolution R13-25, voting was as follows: Mr. Dunbar, yes, Ms. Murphy, yes, Mr. Bailey, yes, and Mr. Craft.

### **R13-25**

#### **A Resolution for the Transfer of Funds Fiscal Year Budget 2012-2013**

**WHEREAS**, it is the request of the Craig County Emergency Services to have \$5,000 transferred from Contingency to the Craig County Emergency Services Department, and

**WHEREAS**, the purpose of this transfer is to cover the additional cost of equipment in the Craig County Emergency Medical Services ambulance, and

**WHEREAS**, it is necessary to transfer the following amount from contingency to the Emergency Services Department, now

**THEREFORE, BE IT RESOLVED**, that the budget for the fiscal year of 2012-2013 be amended as follows:

<b>FROM:</b> Contingency	
4-100-091410-5850	\$5,000

<b>TO:</b> Craig County Emergency Services	
4-100-032410-3311 vehicle maintenance & supplies	\$5,000

The Board of Supervisors of Craig County, in a regular meeting on the 7th day of March, 2013 adopted this resolution.

### **INFORMATIONAL**

- A. Treasurer's Report
- B. Local Choice Health Benefits Program
- C. DEQ Localities Letter

### **HEAR THE PUBLIC**

1. Mr. Jordan Labiosa: Mr. Labiosa wanted to warn people against the partnership with Livable Roanoke Valley, just be aware that Federal money equals Federal control.



2. Mr. Phil Spence: Mr. Spence said that he does not understand the Livable Roanoke Valley Partnership and he does not know much about it and the folks he knows also knows very little about it. It appears to him that it may be constitutionally questionable if all elected officials are sworn to the constitution then we have some entity outside that, he is not sure how that process works. He would like someone to explain it to him how it works and if it is something good for the community and for the state then he wants to be 100% for it. He loves Craig County and wants to see the county prosper and have everything the county should have. But he feels like after attending the original meeting that Mr. Merenda referred to and he felt like it was not explained well. Until it is explained to him, and before the Board makes a decision that affects people's property rights or any kind of zoning regulations or restrictions, then he thinks that people should know what is going on. He has no understanding how this thing works, but he is fearful of it and we should all be fearful of something we do not understand. He believes it will affect his property rights in a negative way, maybe not at the beginning, but down the pike, it might affect how he uses water on his land or if he can have cows or not, those things are important. If he does not have full use of his property then what benefit is it to him.

### **REPORTS AND INQUIRIES FROM THE BOARD**

None

### **RECESS TO WORK SESSION**

Mr. Kelly Wilmore, Superintendent of Schools: Mr. Wilmore presented the Board with information on the new security system he would like to add to the school. The Board then reviewed the revenue side of the budget.

### **RECONVENE TO MEETING**

Mr. Craft reconvened the meeting for the purpose of entering into executive session.

### **EXECUTIVE SESSION**

Ms. Murphy made a motion to enter into executive session for Personnel Matters § 2.2-3711 A.1 Voting was as follows: Mr. Dunbar, yes, Ms. Murphy, yes, Mr. Bailey, yes, and Mr. Craft, yes.

### **RESOLUTION CERTIFYING THE CLOSED MEETING WAS HELD IN CONFORMITY WITH THE CODE OF VIRGINIA**

Ms. Murphy made a motion to adopt Resolution R13-26, voting was as follows: Mr. Dunbar, yes, Ms. Murphy, yes, Mr. Bailey, yes, and Mr. Craft, yes.

### **R13-26**

**AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF CRAIG COUNTY, VIRGINIA, HELD AT THE CRAIG COUNTY COURTHOUSE ON THURSDAY, MARCH 7th, 2013**

**RESOLUTION CERTIFYING THE CLOSED MEETING WAS HELD IN  
CONFORMITY WITH THE CODE OF VIRGINIA**

**WHEREAS**, The Board of Supervisors of Craig County, Virginia has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-3712 of the Code of Virginia requires a certification by the Board of Supervisors of Craig County, Virginia, that such closed meeting was conducted in conformity with Virginia Law.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of Craig County, hereby certifies that, to the best of each member's knowledge;

1. Only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting which this certification resolution applies; and
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors of Craig County, Virginia

**ACTION AS A RESULT OF CLOSED SESSION**

Mr. Craft stated that there was no action as a result of the closed session.

**ADJOURN**

Mr. Craft asked for a motion to adjourn the meeting at 7:45 pm, to reconvene to a Budget Work Session on March 27<sup>th</sup>, 2013 at 5:30pm in the Craig County Courthouse Court Room. Mr. Dunbar made the motion, voting was as follows: Mr. Dunbar, yes, Ms. Murphy, yes, Mr. Bailey, yes, and Mr. Craft, yes.

\_\_\_\_\_, CHAIRMAN  
CRAIG COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_, CLERK  
CRAIG COUNTY BOARD OF SUPERVISORS

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